



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1382

08 DEC 2011

ARNG-HRZ

MEMORANDUM FOR The Adjutants General and United States Property and Fiscal Officers of all States, Puerto Rico, the US Virgin Islands, Guam, and the Commanding General of the District of Columbia

SUBJECT: Remission or Cancellation of Indebtedness for Basic Allowance for Housing (BAH) for Title 32 Active Guard and Reserve (AGR) Soldiers Mobilized in Support of Contingency Operations (ARNG-HRH Policy Memo #11-075)

1. References:

- a. Army Regulation 600-4, Remission or Cancellation of Indebtedness, 7 December 2007 (Rapid Revision, 29 April 2009).
- b. Title 10, United States Code (USC), Armed Forces, 7 January 2011.
- c. Title 32, United States Code, National Guard, 1 February 2010.
- d. The Joint Federal Travel Regulations (JFTR), Volume 1, Uniformed Service Members, 1 September 2011.
- e. Headquarters, Department of the Army (HQDA) G-1, Personnel Policy Guidance, updated 6 September 2011.
- f. Memorandum, NGB, ARNG-HRH, Personnel Policy #11-043, 12 August 2011, subject: Basic Allowance for Housing (BAH) for Title 32 Active Guard Reserve (AGR) Soldiers Mobilized in Support of Contingency Operation.
- g. Memorandum, NGB, ARNG-RMC-F, 22 August 2011, subject: Processing Instructions for BAH for T32 AGR Soldiers Mobilized in Support of a Contingency Operation (11-178).
- h. Memorandum, NGB, ARNG-RMC-F, 22 August 2011, subject: Basic Allowance for Housing (BAH) for Title 32 Active Guard Reserve (AGR) Soldiers Mobilized in Support of Contingency Operation (11-180).

2. This memorandum provides guidance to the States, Territories, and the District of Columbia regarding Remission or Cancellation of Indebtedness for Title 32 AGR Soldiers called to duty in support of contingency operations who did not receive BAH

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based on their primary residence, in accordance with 10 USC 12302 and Chapter 10 of the JFTR. The policy and regulatory guidance for BAH rate requirements were effective for Soldiers ordered to active duty on or after 6 January 2006 per JFTR, Chapter 10, paragraph U10428-D2, "Called/Ordered to Active Duty for a Contingency."

3. For consideration of relief and reconciliation of BAH debts on Soldiers' pay accounts, States, Territories, and the District of Columbia must submit a group remission packet with a roster (enclosure 1) that lists those Soldiers who were mobilized in support of a contingency operation and not paid BAH based on their primary residence. The roster must state the Soldier's name, amount, reason, and inclusive period of indebtedness as a result of mobilized service.

4. If applicable, in addition to the BAH, please submit a group remission packet for Cost of Living Allowance (COLA) that includes a roster listing the Soldier's name, amount, and inclusive dates of mobilization for those Soldiers entitled to COLA (enclosure 2). These remission packets will be consolidated and submitted to this Headquarters, ATTN: ARNG-HRH-M for submission to HQDA, DCS G-1, ATTN: DAPE-PRC for review and forwarding to Human Resources Command for a final decision regarding the application. The Military Personnel Office (MILPO) must furnish a copy of the roster to the United States Property and Fiscal Office (USPFO).

5. All packets must include a specific statement in the cover letter outlining that the reasons for the debt have been rectified as outlined in current regulatory and policy guidance concerning BAH for mobilized Soldiers. Please prioritize and devote necessary resources to this action in order to submit your remission packets no later than 1 February 2012.

6. Application packets will be in accordance with reference 1a. The basis for claiming remission or cancellation is "financial hardship." Title 32 Soldiers must complete all items on the DA Form 3508 (enclosure 3) and must also attach to their forms any enclosures that support their claims, per the instructions in paragraph 2-4 of reference 1a above.

7. States must notify promptly all out-of-service members since Soldiers who were honorably discharged can apply for remission or cancellation of their debt. To be considered, out-of-service Soldiers must have incurred the debt while on active-duty status on or after 7 October 2001. Soldiers in this category should refer to paragraph 3-5 of reference 1a for submission instructions. This applies to all Soldiers who have been honorably released from active duty, discharged, or retired, and they must contact

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their State MILPO for completion of remission packets. The MILPO will consolidate and forward the packets to ARNG-HRH-M for submission to HQDA, DCS G-1, ATTN: DAPE-PRC for review and forwarding to HRC for a final decision regarding the application. The MILPO must furnish a copy of the roster to the USPFO.

8. Most Soldiers who received BAH underpayments already have been identified, and their pay accounts have been corrected based on previous guidance from ARNG-RMC-F. However, if you still need to take corrective measures for BAH underpayments, please refer to references (g) and (h) for additional guidance.

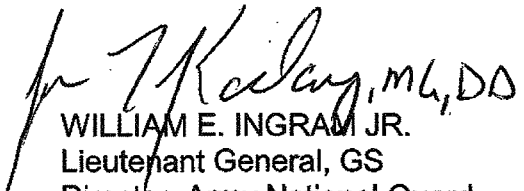
9. This policy supplements Personnel Policy #11-043, 12 August 2011, subject: Basic Allowance for Housing (BAH) for Title 32 Active Guard Reserve (AGR) Soldiers Mobilized in Support of Contingency Operations.

10. The point of contact for policy matters is COL Tammy Miracle, ARNG G-1, at DSN 327-9181, 703-607-9181, or tammy.miracle@us.army.mil. The point of contact for financial matters is Mr. Kenneth Crowder, Chief, ARNG Financial Service Center, at DSN 699-3981, 317-510-3981, or kenneth.crowder@us.army.mil.

3 Encls

1. Sample Roster
2. COLA Rates
3. DA Form 3008

CF: (w/encls)
NGB-ZC
NGB/J1 (PR&C)
ARNG-RMC
ARNG-RMC-F


WILLIAM E. INGRAM JR.
Lieutenant General, GS
Director, Army National Guard